



CITY OF SAN DIEGO
M E M O R A N D U M

DATE: April 16, 2014

TO: All Park and Recreation Department Employees

FROM: Andrew Field, Interim Park and Recreation Director

SUBJECT: Proposed FY 2015 Park and Recreation Department Budget

A handwritten signature in black ink, appearing to read "Andrew Field", written over the "FROM:" line of the memorandum.

Monday, April 14, 2014, Mayor Kevin Faulconer unveiled his first Proposed Fiscal Year 2015 Budget. There are no reductions to the Department's programs and services in this proposal. The Department's General Fund will increase \$5,716,732 to \$95,684,712. The Golf Operations Enterprise Fund will increase \$918,880 to \$16,588,964. The attached summary describes the major changes in the FY 2015 Proposed Budget.

On Monday, May 5, 2014, the City Council will begin their review of the proposed budget. Per the approved City Council Budget Hearing Schedule, the Park and Recreation Department's budget is scheduled to be heard from 9 a.m. to 12 p.m. on Wednesday, May 7, 2014. City Council review of the proposed budget is scheduled to continue through May. Final decisions are expected to be made by the City Council in mid-June.

Every effort will be made to keep staff informed of the issues and decisions as this process moves forward. For the most current information regarding the City's budget you can log on directly to the department's website budget page at <http://www.sandiego.gov/park-and-recreation/general-info/budget/index.shtml>.

If you have specific questions or concerns please contact your Deputy Director.

Attachment: 1) Summary of Significant Park and Recreation Department Budget Changes
Proposed Fiscal Year 2015

cc: Scott Chadwick, Chief Operating Officer
Stacey LoMedico, Assistant Chief Operating Officer
Ronald H. Villa, Deputy Chief Operating Officer
Mary Lewis, Chief Financial Officer
Tracy McCraner, Financial Management Director
Michael Zucchet, General Manager, Municipal Employees Association (MEA)
Frank Pitarro, President, ASCME Local 127

PARK AND RECREATION DEPARTMENT
Summary of Significant Budget Changes
FY 2015 Proposed Budget
April 15, 2014

The following summarizes the major expenditure changes included in the Proposed FY 2015 Budget for the Park and Recreation Department. The Proposed General Fund Budget for the Department for FY 2015 is \$95,684,712 with 797.08 FTE.

Department Summary from the Proposed FY 2015 Budget Document:

	FY2013 BUDGET	FY2014 BUDGET	FY 2015 PROPOSED	FY 2014-2015 CHANGE
Positions	868.15	882.84	897.08	+14.24
Personnel Expense	\$58,711,505	\$62,726,845	\$63,150,208	+\$423,363
Non-Personnel Expense	<u>\$54,705,765</u>	<u>\$55,324,777</u>	<u>\$62,762,797</u>	<u>+\$7,438,020</u>
TOTAL	\$113,417,270	\$118,051,622	\$125,913,005	+\$7,861,383

(Excludes Maintenance Assessment Districts and Capital Projects)

NOTE: FTE = Full Time Equivalent.

GENERAL FUND SIGNIFICANT ADJUSTMENTS

Non-Discretionary and Salary and Benefit Adjustments (+\$1,698,233, 0.00 FTE)

Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, rent, retirement contributions, retiree health contributions and labor negotiation adjustments.

Re-engineering of Maintenance Assessment Districts (MAD's) (+\$2,000,000, 0.00 FTE)

State-mandated funding for the general benefit contribution for City parks as a result of re-engineering the City's Maintenance Assessment Districts.

Funding for New Facilities (+\$793,722, +8.37 FTE)

Addition of personnel and non-personnel expenses for new and/or enhanced facilities (additional open space acreage, Cabrillo Heights Neighborhood Park, Central Avenue Mini Park, Ed Cramer Park, Memorial Pool Expansion, Morley Green, Plaza de Panama Enhancement, San Ysidro/Larsen Field Lighting Upgrades, Solana Ranch Neighborhood Park, Citywide maintenance, and transfers of miscellaneous properties from the Real Estate Assets Department).

Funding for Vacation Pay in Lieu (+\$509,800, 0.00 FTE)

Addition of personnel expenditures for vacation pay in lieu.

Support for Brush Management (+\$500,000, 0.00 FTE)

Additional non-personnel expense to support increased contractual cost for brush management.

Non-Standard Hourly Staffing Calculation (+\$421,864, +0.37 FTE)

Funding allocated according to a zero-based annual review of hourly funding requirements.

Park Assets Condition/Needs Assessment (+\$406,684, +1.50 FTE)

Addition of 1.00 Park Designer and 0.50 non-standard hour positions to support the condition/needs assessment of park assets. This is the continuation of a comprehensive analysis and assessment of assets toward the funding of a Park Master Plan.

Parking Lot and Park Road Repairs (+\$300,000, 0.00 FTE)

Funding for parking lot and park road repairs at park and recreation facilities.

Restoration of Overnight Weekend Camping at Kumeyaay Campground (+\$139,653, +1.50 FTE)

Addition of 1.00 Park Ranger and 0.50 Recreation Center Director positions to support the restoration of overnight weekend camping at Kumeyaay Campground.

Information Systems Analyst II Addition (+\$60,775, +0.50 FTE)

Addition of 1.00 Information Systems Analyst II, offset by a reduction of 0.50 Recreation Specialist, to implement the online registration system and other IT projects.

Adjustments for Information Technology Expenses (+\$45,458, 0.00 FTE)

Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.

Conversion of Park Maintenance Contracts to City Staff (\$0, +2.00 FTE)

Addition of 2.00 positions, offset by a reduction in contractual expenditures, to convert neighborhood parks at Villa La Jolla, South Village and Torrey Del Mar from contractual maintenance to City maintenance. No impact to service levels.

Gas Tax Accounting Revision (-\$375,494, 0.00 FTE)

Transfer of non-personnel expenditures for median maintenance from the General Fund to the Gas Tax Fund. No impact to service levels.

One-Time Reductions (-\$783,963, 0.00 FTE)

Removal of one time additions to the Fiscal Year 2014 budget (e.g., vehicle purchases for new facilities, funding for the Balboa Park traffic project, etc.). No impact to service levels.

NON GENERAL FUND SIGNIFICANT ADJUSTMENTS

Non-Discretionary and Salary and Benefit Adjustments (+\$1,689,131, 0.00 FTE)

Total expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, rent, retirement contributions, retiree health contributions and labor negotiation adjustments.

Attachment 1

Support for Open Space/Park Maintenance/Reimbursement (+\$640,000, 0.00 FTE)

Adjustment to reflect changes in expenses and reimbursements for open space and park maintenance activities. No impact to service levels.

Bag Drop Service for Golf Courses (+\$65,000, 0.00 FTE)

Addition of non-personnel expenditures for bag drop service at Torrey Pines Golf Course.

Funding for Vacation Pay in Lieu (+\$59,200, 0.00 FTE)

Addition of personnel expenditures for vacation pay in lieu.

Fuel Adjustment for Golf (+\$52,000, 0.00 FTE)

Addition of non-personnel expenditures for fuel for golf course vehicles and equipment.

Adjustments for Information Technology Expenses (+\$35,804, 0.00 FTE)

Funding allocated according to a zero-based annual review of information technology funding requirements and priority analyses.

General Benefit Contribution to Maintenance Assessment Districts (MAD's) (+\$13,908, 0.00 FTE)

State-mandated funding for the general benefit contribution for City parks maintained by Maintenance Assessment Districts.

One-Time Reductions (-\$1,000, 0.00 FTE)

Removal of one time additions to the Fiscal Year 2014 budget (equipment purchase for new staff). No impact to service levels.

Non-Standard Hourly Staffing Calculation (-\$7,392, 0.00 FTE)

Funding allocated according to a zero-based annual review of hourly funding requirements.

Removal of Support for Open Space Capital Projects (-\$402,000, 0.00 FTE)

One-time funding from the Environmental Growth Fund (EGF) for various open space capital projects in Fiscal Year 2014.

FEES

Possible fee revisions are under review and are not included in the FY 2015 Proposed Budget. Information regarding proposed fees will be distributed separately once it becomes available.

BUDGET SCHEDULE

The Park and Recreation Department's FY 2015 Proposed Budget is tentatively scheduled for review by the City Council as follows:

Operating and Golf	May 7, 2014, Wednesday from 9 a.m. to 12 p.m.
Capital Improvement Program	May 6, 2014, Tuesday from 9 a.m. to 12 p.m.

Attachment 1

The budget hearings will be open to public testimony. This schedule may change. Please check the City's web site for the latest information.

For more detailed information and updates, you can find the Park and Recreation Proposed Budget online at <http://www.sandiego.gov/park-and-recreation/general-info/budget/index.shtml>. Information is also available on the City's budget web site at <http://www.sandiego.gov/fm/proposed/fy15vol2.shtml>